



## **SOUTH WEST DEVELOPMENT AUTHORITY SOWEDA**

*MISSION DE DEVELOPPEMENT DE LA REGION DU SUD-OUEST*

**Open National Invitation to Tender N° 010/24/ONIT/SOWEDA/SITB/MINADER/PIB/2024 of 30/05/2024 for the Recruitment of an Engineering Consultancy Firm in View of Carrying Out Studies for the Design and Construction of Roads and Water Supply Schemes in Fako and Manyu Divisions –SW Region By Emergency Procedure.**

**Funding: MINADER 2024 PUBLIC INVESTMENT BUDGET; Line: MINADER/PIB/SOWEDA/2024**

### **1. Subject**

Within the framework executing the 2024 public investment budget allocated to SOWEDA by the Ministry of Agriculture and Rural Development (MINADER), the Director General of SOWEDA intends to acquire the services of a consultancy firm to acquire the services of a consultancy firm to carry out Studies for the Design and Construction of Roads and Water Supply Schemes in Fako and Manyu. Following the outcome of Expression of Interest N° 002/REI/SOWEDA/24 of 05/04/2024 that did not register any interested bidder, the tender is hereby launched as an open national tender in conformity with the provisions of Article 76(4) of Decree No. 2018/366 of 20 June 2018 to institute the Public Contracts Code.

### **2. Nature of Service**

The works that are subject of this tender shall be presented as follows:

- Obtaining a cost-effective design of the identified roads, considering all elements which bear on the expected life span and durability of the infrastructure to be constructed/rehabilitated
- Assessment of the requirements to rehabilitate/construct the road along **Bwiyuku – Wonganjo – Wolikawo** including bridges and culverts in **Buca Sub Division** and the Foot Bridge over river **Badi** in **Mamfe Sub Division**.
- Obtaining a cost-effective design of three (03) water schemes in **Tali village, Tinto Mbu village and Ajayukndip in Manyu Division** respectively, considering all elements which bear on the expected life and durability of the water schemes.

### **3. Allotment**

The present tender shall be in 01 (one) Lot.

### **4. Estimated Cost**

The estimated cost of the studies stands at **FCFA 20,000,000**.

### **5. Participation and Origin**

Participation in this invitation to tender is open to is open to duly legalized Cameroonian based enterprises specialized in the provision of consultancy services and which fulfil the requirements of this invitation to tender

### **6. Financing**

The services for which this Consultation is intended shall be financed by the MINADER 2024 Public Investment Budget; Line: MINADER/PIB/SOWEDA/2024.

### **7. Bid bond**

Under risk of being rejected, each bidder must include in his administrative documents, a bid bond issued by a first rate-bank or insurance company approved by the Ministry of Finance featuring on the list in Document 10 of the Tender File amounting to **FCFA 400,000 (four hundred thousand francs)**.

The bid bond shall remain valid for thirty (30) days beyond the original date of the validity of the offers.



Administrative and financial documents must be originals or copies <sup>\*</sup>duly certified by the issuing authority in conformity with the Special Conditions of the Tender. They must be less than three months old from the date of submission of bids and must not have been signed before the date of publication of the Tender Notice.

Bids that are not in conformity with the provisions of this Notice and the Tender Document shall be rejected. Notably, the absence of the bid bond issued by a 1<sup>st</sup> degree banking institution or insurance company approved by the Ministry in charge of finance or the non-respect of the model documents attached to the Tender Document shall lead to the rejection of the bid.

#### **8. Consultation of Tender File**

The Tender File may be consulted during working hours at the Head Office of SOWEDA, Buea (Department of Administration and Finance) P.O. Box 336, Buea – Tel: 233-32-26-22 / 233-32-28-05 as soon as this notice is published.

#### **9. Acquisition of the Tender File**

The file may be obtained at the Head Office of SOWEDA, Buea (Department of Administration and Finance) P.O. Box 336, Buea – Tel: 233-32-26-22 / 233-32-28-05, E-mail: soweda\_buea@yahoo.com as soon as this Notice is published against payment of a non-refundable sum of FCFA 55,000 (fifty five thousand francs) to the ARMP Special Account N° 335 988 with BICEC Cameroon.

#### **10. Submission of Bids**

Each bid, drafted in English or French, in seven (07) copies, including the original copy and six (06) copies labelled as such and sealed, should reach SOWEDA, not later than **25/06/2024 at 10 a.m.** in a stamped envelope addressed to the Director General of SOWEDA.

The sealed envelope shall be labelled as follows:

*“Open National Invitation to Tender N° 010/24/ONIT/SOWEDA/SITB/MINADER/PIB/2024 of 30/05/2024 for the Recruitment of an Engineering Consultancy Firm in View of Carrying Out Studies for the Design and Construction of Roads and Water Supply Schemes in Fako and Manyu Divisions -By Emergency Procedure.  
To be opened only during the Bids Opening Session”*

Each bidder shall have to include in his tender a standard bid form indicating costs exclusive of all taxes and taxes included and execution deadlines.

#### **11. Admissibility of Offers.**

Subject to being rejected, the administrative and financial documents required must be produced in originals or true copies certified by the issuing service in accordance with the Special Conditions of the Invitation to Tender.

These documents must not be older than three (3) months preceding the original date of submission of bids or must not have been established after the signing of the tender notice.

In accordance with the prescriptions of this notice and tender file, any incomplete offer shall be declared inadmissible. This applies especially to the absence of a bid bond issued by a first-rate bank approved by the Ministry in charge of Finance.

#### **12. Opening of Bids**

The bids shall be opened in **one phase**. The administrative file and the technical offer shall be opened first followed by the opening of the financial offers of bidders who would have obtained the minimum required technical score.

The opening of the administrative documents and the technical offer shall take place on **25/06/2024 at 11 a.m.** in the SOWEDA Conference Hall by the SOWEDA Internal Tenders Board.

Only bidders can attend or be duly represented by a person of their choice.

The opening of financial offers shall take place at the end of technical evaluation and shall concern only bidders who must have obtained the minimum score of 70 points on 100.

#### **13. Execution Deadline**

The period of execution of the assignment that is subject of this tender shall be 02 (two) months.

#### **14. Evaluation Criteria**

##### **14.1 Main Eliminary Criteria**



Bids shall be rejected for:

- a) Absence of a bid bond
- b) Absence or non-conformity of an administrative document within 48 hours after bids opening
- c) Absence of declaration of non-abandonment of a public contract during the last three years;
- d) False declaration or falsified document
- e) Technical score less than 70/100

#### 14.2 Essential Criteria for Evaluation of Bids

N°	Criteria	Marks
1	Qualification and experience of key personnel to carry out the assignment	45
2	Experience of bidder for similar assignments (references) at least 02 (two) similar services during the last five years	20
3	Understanding of terms of reference: organization, methodology, duration	20
4	Equipment's and logistics	10
5	Presentation of bids	05
	<b>Total</b>	<b>100</b>

#### 15. Method of Selection of Firm

The firm shall be retained by the method of combination of the technical and financial marks, in conformity with the procedure laid down in the Tender Document:

- Technical Weight: 60%
- Financial Weight: 40%

The contract shall be awarded to the bidder with a higher score, in accordance with the following formula:

$$N = \frac{60 \times \text{Technical Score (Ts)} + 40 \times \text{Financial Score (Fs)}}{100}$$

The financial score (Fs) is obtained as follows:

Let  $F_m$  = minimum financial proposal. Its financial score is equated to 100 points. The other bidder's financial score (Fs) will be processed as follows:

$$Fs = \frac{100 \times F_m}{F}$$

Where  $F_m$  = amount of minimum financial proposal; and  $F$  = amount of the proposal being evaluated.

#### 16. Award of Contract

The contract shall be awarded on the basis of the best offer using a combination of technical and financial criteria, to the firm that **scores highest** with respect to Article 15 above.

#### 17. Validity of Bids

Bidders shall be bound by their bids for a period of 90 (ninety) days with effect from the date of submission of bids.

#### 18. Complementary Information

Additional information may be obtained at the Office of the Director of Administration and Finance of SOWEDA, P.O. Box 336 – Buea; Tel: 233-32-28-05; Email: sowedabuea@gmail.com.

The Director General  
SOWEDA

**Copies to:**

- MINMAP
- ARMP
- Chairperson/ TB
- Notice board
- Archives

